

**STATEMENT OF WORK**  
***Upgrade of Electrical Service and Primary Electrical Panel***  
**208 Ratu Sukuna Road, Suva**

**INTRODUCTION:** The United States Embassy in Suva, Fiji is seeking contractor proposals to upgrade all electrical panels at Chief of Mission (CMR) property, 208 Ratu Sakuna Road, Suva. All proposals will be evaluated on a Lowest Priced, Technically Acceptable basis. Technical acceptance evaluation will be based on vendor credentials and work plan. Contractors must submit with their proposals a letter supporting the contractor experience and contracting licenses from local utility company. Proposals must be presented in a firm fixed price, with itemized costs for all labor and material. A work plan must be provided to project site visit dates for all site work. Contact Ellen Moses +679-3314466 or Email: [MosesEE@state.gov](mailto:MosesEE@state.gov) for details.

All proposal packages and are due to the Contracting Officer, 158 Princes Road, Suva or email [GSO\\_Suva@state.gov](mailto:GSO_Suva@state.gov) no later than 12 noon local time on Thursday June 16<sup>th</sup> 2016.

**PROPOSAL.** The package evaluation will be based on lowest price, technically acceptable. The proposal package must include all of the following to be considered for this service:

- a) Company Name
- b) Total price, inclusive of all material, labor, transport, and fees
- c) Company Director or Project Foremen for this work statement include email and telephone number.
- d) FEA Electrical Contracting License.
- e) Technicians FEA Electrical Wireman's License
- f) Proposed schedule (Work Plan).

**1.0 SCOPE OF WORK:**

The intent of this work scope is to upgrade the existing main distribution board, metering board and mains supply cable at 208 Ratu Sukuna Rd, Domain. All aspects of the upgrade should meet current standards and compliance to FEA. The residence currently has 3phase power supply.

- a) The Contractor shall inspect and verify loading according to cable sizes prior to making any electrical cable connections.
- b) The contractor shall upgrade all incoming mains cable from FEA supplying the residence and replace the 16 mm<sup>2</sup> to 2 x16 mm<sup>2</sup> cables.



*Existing aerial main supply on Ratu Sukuna Rd.*

- c) The intermediate power pole shall be removed and replaced with pine post acceptable to FEA standard. The existing telecom cable should be reinstated to the new pole.



*Existing Intermediate Pole inside the compound.*

- d) The Contractor should trench the new route for the underground main cable from the intermediate pole to the side of the residence towards the laundry building. Reinstall the ground after laying the cable to an acceptable level to the US Embassy.



*Conduit to be laid under existing path to draw mains supply.*



*Mains cabling trenching to be laid 400mm away from fence towards the building*

- e) The new underground main cable will be laid in conduits and covered with caution tape and run to the underside of the roof overhang to the laundry building and penetrating the wall at the garage and run conduit to the side of the beam towards the location of the board. The total distance covered is 60m.
- f) Terminate the existing underground mains cable and completely remove.
- g) The Contractor will remove the existing board and replace it with a new industrial grade 106 pole board or an equally approved by FEA with an IP rating of 65 (refer Attachment A pictures of the existing board), the board should have bus bar approved rating and neutral bar strip. The board should be lockable and powder coated in the approved orange color coding. All used and unused

circuits are to clearly numbered.

- h) The contractor should remove the existing 3no. 80amps meters and replace with 100amps FEA meters and complete all necessary wiring.
- i) The Contractor to install a new 24 pole Sub board adjacent to the main switch board dedicated for the 10 perimeter light circuits and the balance are to be kept for future provisions and these need to be covered and sealed.
- j) The contractor shall provide the residence a total of 20 x 16 amps, 20x 10 amps, 5 x 20 amps, 20 x 16 Amps RCD and 10 x 10Amps RCD breakers with mounting covers. All breakers should be of SAA wiring or NEC standard.
- k) The Contractor shall reinstall all generator cabling and balance the generator loads to the associated Automatic Transfer Switch strictly in accordance to the generator manufactures instructions and recommendations.
- l) All Breakers are to be mounted on approved bus bar, each with a standard color coding.
- m) The contractor should install new grounding and ensure that ground resistance is less than 25 ohms and if it is found to be greater the contractor shall correct by installing new copper earth rods and recheck for ground resistance until the 25ohms or less is reached.
- n) All cabling inside the garage roof space must be installed on 350mm wide cable trays and fastened with cable ties. The tray should be supported adequately to support future installations. The existing cable tray to be removed and handed over to the US Embassy.
- o) The Contractor should lodge required forms and deal with the local utility company in any case of a planned power outage and provide 48hrs advance notice to the US Embassy.
- p) The contractor should liaise with FEA to apply for all necessary permits. The US Embassy is responsible to pay associated fees relating to permit application.
- q) The Contractor shall on completion of cabling/wiring connection verify the mains installation with FEA.
- r) The contractor is responsible for removing all trash and debris associated with the installation and all contractors debris are to be removed and the work area is clean on a daily basis. The contractor is responsible to repair and make good to damages under their responsibility.

- 2.0 All scheduled site work for the upgrade and installation should be scheduled between the hours of 8 AM to 5 PM. Monday to Friday, This job has to be done during the day with minimal power outage not exceeding more than 8 hrs. In the event of in-climate weather the site installation will be rescheduled to the following day. Upon contract award an Embassy Representative for this project will be provided. All project coordination and site access is to be coordinated with the US Embassy Representative for this contract. He will also provide guidance for the proper management and coordination of the project.

### 3.0 **Contractor Provided Material**

- a) The contractor shall supply all material and labour for the successful completion of this project.
- b) All switches and breakers are to be Clipsal Brand.
- c) Contractor shall provide shop drawings of the electrical boards to the US Embassy for approval.
  - 106 poles Main Board with a Metering Board
  - 24 poles Sub Board
- d) Contractor shall provide all cable specs and compliance to FEA standards and approval by the US Embassy.

e) Earth rod shall be copper.

4.0 **WORK STANDARDS AND QUALIFICATIONS:** This Statement of Work requires the awarded contractor to provide technically qualified and licensed electrical technicians to competently attend to this scope of work. The contractor shall furnish all tools, equipment and required Protective Personnel Equipment for their workers.

5.0 **SECURITY REQUIREMENTS:** Upon award of contract, the contractor must furnish details of all staff that will be onsite. The details will be inclusive of:

- (1) Full Name
- (2) Position

The US Embassy reserves the right to refuse entry to any or all contractor personnel. Each contractor personnel must have a valid identity card. Access to the residences will only be by prior, approved schedule and escort by US govt. representative.

6.0 **HOURS OF WORK:** The US Embassy normal working hours are Monday to Thursday 08.00 – 17.30hrs, Friday 08.00 – 15.00hrs No work will be allowed on Fiji and American Public Holidays.

7.0 **UTILITIES:** The contractor will have access to water and electricity on site.

8.0 **SAFETY:** Safety is the highest priority on this and all US Embassy contracts. The contractor shall direct all of those under his charge to work safely. The US Embassy reserves right to stop and/or remove from site contractor personnel who fail to comply with relevant OHS/OHSA requirements. The contractor shall ensure and maintain the site is clean and rubbish removed upon completion of installation and commissioning. All works to be done in accordance to lockout and tag out procedure

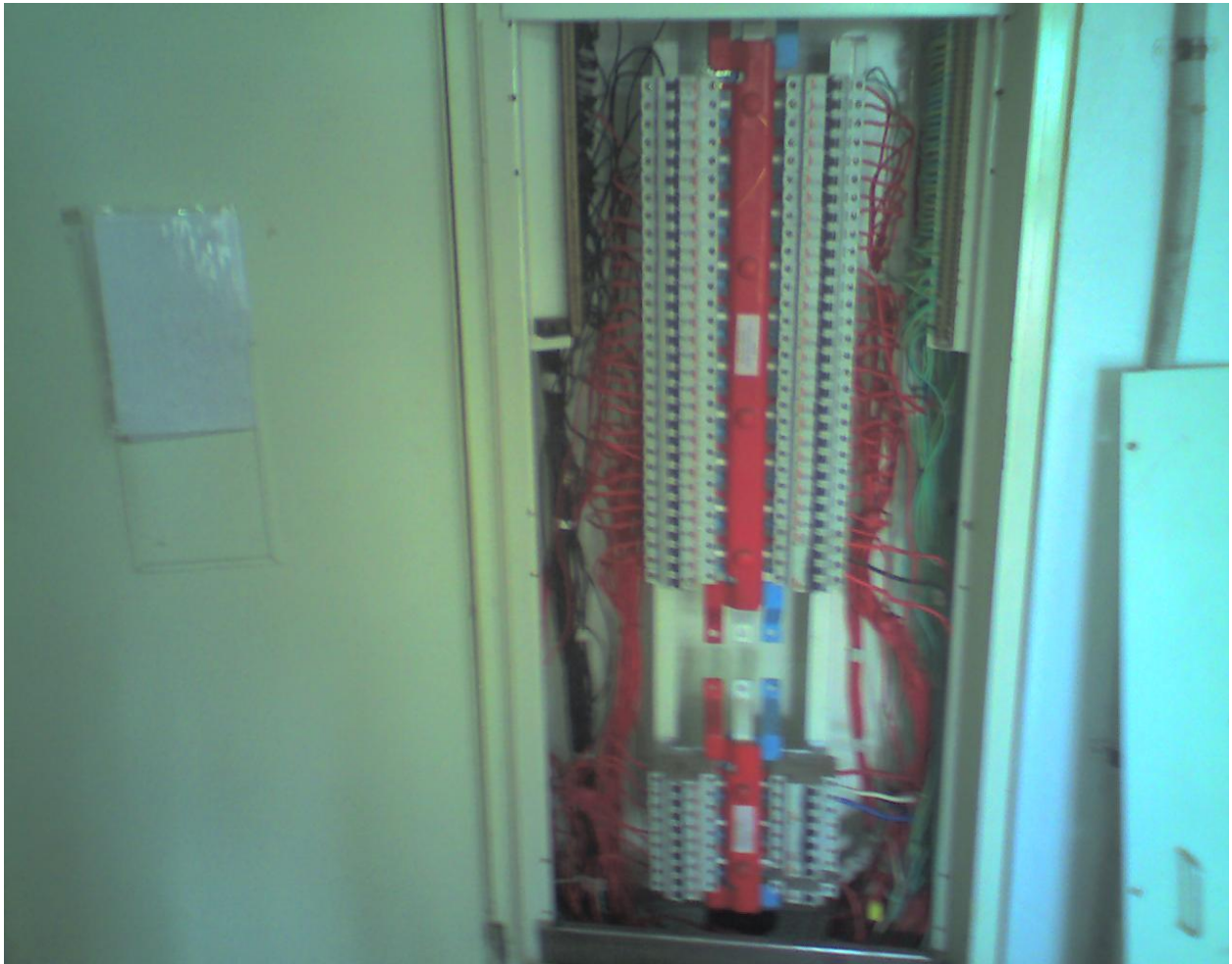
9.0 **REQUIREMENTS AND DELIVERABLES:**

- a) Demonstrate a professional workmanship for installation of equipment and general performance to meet the desired outcome of the project.
- b) Balance the loads on the generator on associated Automatic Transfer Switch.
- c) Arranged local utility company to be on site to isolate power and in advance of 1 hour prior to shut down.
- d) To have the installation commission by a FEA inspection technician and provide test certification.
- e) Ensure 25-ohms or less on the primary earth ground at the main panel.

10.0 **POINTS OF CONTACT:**

- A)The US Embassy point of contact for this solicitation package is Ellen Moses; Phone # 331-4466; Email: [MosesEE@State.gov](mailto:MosesEE@State.gov) .
- B)The US Embassy point of contact for the coordination, implementation, and final acceptance of this project scope and work performed will be provided upon award.

**Attachment A**



Existing breaker wiring



## Attachment A



Existing Metering Board and Mainswitch Board in open position.

## Attachment A



Existing Board in Close Position. Dimension 1900x300x210mm deep

End SOW